

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

Email: mailbox@boxparish.org.uk

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18th May 2023

Dear Councillor

You are summoned to attend the Annual Meeting of the Box Parish Council to be held in the **Pavilion, Valens Terrace, Box** on **Thursday 25th May 2023** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence should be sent to the Clerk prior to the meeting.

Yours sincerely

M.S. Carey

Mrs M.S. Carey
Clerk

AGENDA

1. To receive any apologies for absence
2. Election of Chairman of the Council for 2023/24 and Declaration of Acceptance of Office
3. Election of Vice Chairman of the Council for 2023/24
4. Composition of Committees and Election of Committee Chairmen
5. Composition of the Finance & Governance Committee
6. Composition of Personnel Committee
7. Standing Orders – to adopt revised Standing Orders
8. To agree the Calendar of Meetings for 2023/24
9. Appointment of Representatives to sit on outside bodies

Ordinary Business

10. Public Question Time – to receive questions from members of the public – time allowed 15 minutes
11. Chairman's Announcements and Declaration of Interests relating to the Agenda
12. To receive the Minutes of the Council Meeting held on 27th April, update on issues and to consider any matters arising from these minutes
 - Climate Strategy Working Group – update
13. Committees
 - Cemetery Management; To receive the Minutes of the Meeting held on 4th May
 - Recommendation that the quotation from Paul Silk for the inspection to the air terminals on the Cemetery Chapel in the sum of £600 + vat be accepted
 - Recommendation that the Biodiversity Action Plan for the Cemetery and the revised maintenance scheme from J.H. Jones be adopted.
 - Recommendation that the revised quotation for the Cemetery Management Contract in the sum of £8165.60 which is a reduction of £2980 on the current contract and a saving of £4094.40 on the budgeted amount of £12250. This should be for a trial period of six months to be reviewed in the Autumn
 - Recommendation that the £7200 from the Hobbs Bequest be invested in a separate Fixed Term Deposit for twelve months when it would be discussed again
 - Recommendation that the suspension on reservation of graves remains as it is at present. To be discussed again in the Autumn
 - Planning & Conservation: To receive the Minutes of the Meeting held on 27th April and 15th May

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- **Recommendation** that the Vision and Objectives for the Neighbourhood Plan be adopted

Personnel Committee; To receive the Minutes of the Meeting held on 22nd May 2023 and to consider any recommendations made (to follow)

14. **Items for Discussion**

- To consider any issues arising from the Annual Parish Meeting
- To discuss donation/payment to the Parish Magazine re entries submitted by the Parish Council

15. **Survey of Wall on Albion Terrace**: To consider the quotation for the survey of the wall in the sum of £500 + vat

16. To receive any urgent correspondence

- Letter from the Box School Eco Committee re bins and littering on the Recreation Ground
- Box Revels – request for the Parish Council to fund the payment of the hire of toilets for the Revels in the sum of £460 + vat
- Letter from Wiltshire council re the removal of the railings outside the McColls shop
- Letter from a resident suggesting an updated aerial photo of all the residents

17. **Finance**

To receive additional accounts for payment

To receive the statement of balances

18. Chairman's Diary, Representatives' reports and report from County Councillors

19. Items of report and future Agenda items

20. Dates of forthcoming meetings:

Playing Fields Management: 5th June; Finance & Governance: 12th June

Planning & Conservation: 12th June; Box Hill & Rudloe Open Spaces: 19th June

Highways: 26th June: Full Council: 29th June